



GOVERNMENT OF GUAM

**CIVIL SERVICE COMMISSION
KUMISION I SETBISION SIBIT**

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**CIVIL SERVICE COMMISSION
BOARD OF COMMISSIONERS**

CSC RESOLUTION NO. 99-014

**RELATIVE TO THE AMENDMENT OF THE RULES OF PROCEDURE
FOR ADVERSE ACTIONS TO REPEAL SECTION 2 OF RULE 800 (G) and
TO ADD TWO NEW SECTIONS TO RULE 800 (G)**

WHEREAS, the Civil Service Commission has implemented Rules of Procedure for Adverse Actions; and

WHEREAS, Rule 800 G is amended to remove Section 1 and to add new sections "1" and "2" as follows:

1. No later than one (1) week before a hearing on the merits or a motion hearing, each party shall submit to the Commission all documents they wish the Commission to consider.
 - a. Appellee shall submit to the Commission the Notice of Proposed Adverse Action and the Notice of Final Adverse Action.
 - b. Appellant shall submit to the Commission the Notice of Appeal of Adverse Action.
2. The documents shall be bound into a binder. Each document shall be indexed and tabbed. Appellant shall identify his/her documents using consecutive numbers. Appellee shall identify its documents using consecutive letters of the alphabet.
 - a. Each party shall submit eleven (11) copies of their binders to the Commission.

NOW, THEREFORE, BE IT RESOLVED, that the Rules of Procedure for Adverse Action is hereby amended to incorporate Sections 1 and 2 of Rule 800 G as written above.

COPY

DULY AND REGULARLY ADOPTED this 29th day of July

1999.



RICHARD J. UNTALAN
Chairman



MANUEL R. PINAUIN
Vice Chairman



JOAQUIN T. ANGO
Commissioner



JULIA R. CRUZ
Commissioner



ZENON J. BELANGER, JR.
Commissioner



PRISCILLA T. TUNCAP
Commissioner



JOHN V. GERBER
Commissioner